




FROM	NAME & TITLE	ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 TH FLOOR		
	SUBJECT	SITE PLAN REVIEW COMMITTEE MINUTES FOR JANUARY 5, 2011		

TO Chief John Carr, Fire Department
Mr. Stanford Leach, Parking Authority
Mr. Kirkland Gabriel, DOT TEC
Ms. Valorie LaCour, DOT Planning
Mr. John Thumbi, DOT Traffic
Mr. Bill Beatty, Department of General Services
Dr. Nollie P. Wood Jr., Mayor's Office
Ms. Miriam Agrama, DHCD Plans Examining
Mr. Geoff Veale, Zoning Administrator
Mr. David Tanner, BMZA

DATE: January 10, 2011

In attendance were:

- Eric Tiso, Wolde Ararsa, Gary Letteron, Anthony Cataldo, Ken Hranicky, Bob Quilter, Martin French, and Ervin McDaniel for the Department of Planning;
- Chief John Carr for the Fire Department;
- Ghanshyamkumar Patel, John Igwe and Milan Rai for HCD Plans Examining;
- Kirkland Gabriel, John Thumbi and Scott Adams for the Department of Transportation;
- Etta Crafton for the Parking Authority;
- James Carroll for the Department of Public Works.

Agenda

1. **2001-2031 Kloman Street – Westport – Cirque du Soleil**
2. **901 & 915-933 South Wolfe Street – Union Wharf – Schematic Design**
3. **4301 Hickory Avenue – Skyview Townhomes – Revision**

2001-2031 Kloman Street – Westport – Cirque du Soleil

Zoning: B-2-2/B-2-3 (PUD #139)

Plans Date: Not Listed

Block/Lot:	Address:	Common Name:
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|--------------|-------------------------|------------------|
| • 7612/001 | 2001-2031 Kloman Street | Cockey's Parcel |
| • 7612/002 | 1999 Kloman Street | Kloman Ballfield |
| • 7612/(3/4) | 2033 Kloman Street | |
| • 7612/005 | 2101-2121 Kloman Street | BGE Parcel |
| • 7612/005A | 2099 Kloman Street | MTA Parcel |

Urban Renewal: None

Environmental: Chesapeake Bay Critical Area, Floodplain

Historic: None

Total Site Area: ±13 Acres to be used

Gross Square Footage: N/A

In addition to Committee Members and Planning staff, in attendance was:

- Jorg Schlegel, Cirque du Soleil; and
- Addison Palmer, STV ;

Project Summary:

This site is a part of the Westport Waterfront Planned Unit Development (PUD). The site is presently vacant, and is awaiting future redevelopment as per the PUD plan. Cirque du Soleil would like to use ±13 acres of the combined area for the temporary use of their show this April. The performance area will have a capacity of 2,600 guests in the Big Top tent.

Comments & Issues:

- Plans/Permits:
 - The proposed capacity of 2,600 guests will require a life safety plan, as well as applicable crowd control training (online course from Maryland Fire Marshall). Contact Chief John Carr of the Baltimore City Fire Department in the Plans/Permits office at 410-545-1883 for guidance. The applicant stated that they have already begun certification of their staff to meet the crowd control training requirements.
 - Plans/Permits staff will need to see detail sheets on the proposed tents as part of the permit process for the temporary structures permits. Locations of food preparation areas, vending areas, and any other potential source of fire should be marked on the plans/detail sheets.
 - A 20' clear path has been provided around the main exhibit area to ensure adequate Fire Department access. A site plan with turning template for a pumper truck was reviewed by the committee.

- Environmental/Landscaping:
 - This site is being remediated as part of a voluntary cleanup program. A portion of the site has been capped. All proposed temporary use of these properties will remain on capped areas. The proposed 8' fence to contain operations to the capped area of the property will be removed after the temporary use has concluded.
 - No vegetation will be removed outside of the proposed ±13 area temporary use area. The site has been granted a ±19.6 acre credit for pervious surface area. For this reason, no stormwater management (SWM) best management practices (BMP) will be required under that waiver.
 - A plan set and summary will be sent to the Critical Area Commission for review. With the amount of impervious surfaces removed and the amount of proposed plantings with the buffer management plan, the Critical Area requirements are met.
- Parking/Traffic:
 - The proposed compacted gravel areas will be stabilized with Soiltac application that will harden the gravel to perform the same as asphalt paving.
 - Our zoning code requires that all parking areas are "...parking spaces must be surfaced and maintained with a dustless all-weather material in accordance with the Building Code of Baltimore City." (§10-307.a)
 - Contact the Plans/Permits office with additional information to ensure they will approve the use of this material for the general public parking area. Ensure that no loose material will stray into public rights-of-way.
 - The committee understands that the duration of stability provided by Soiltac depends approximately on the amount applied. In this case, the intent is to ensure stability for approximately two years.
 - Revised plans have been received showing pedestrian connection from the main parking entrance into the site, to ensure pedestrian connectivity, as requested by the committee.
 - A taxi drop-off area has been provided for the convenience of guests near the VIP/ADA parking area.
 - An 8' wide pathway for pedestrians has been provided from the general public parking lot to the tent site, protected with a jersey wall for pedestrian safety.
 - Consider temporary signs or surface painting to help indicate directions of travel through the general public parking lot. While the committee acknowledges that the aisles will allow for two-way traffic, and there will be an active parking management company on-site, the additional signage or marking will assist drivers in this process.
- Accessibility:
 - ADA parking areas and the areas around the tents will be paved with asphalt, and will be sloped at or less than 2% to ensure complete accessibility.
 - Ensure that seating areas accessible to impaired guests are available.
 - MTA mobility service can use the taxi drop-off area as needed.

Next Steps:

- Submit two complete paper sets of revised plans and one set in .pdf format for final approval and stamp.

NOTE:

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

901 & 915-933 South Wolfe Street – Union Wharf – Schematic Design

Zoning: B-2-2 (PUD #113)

Plans Date: 3 Jan 2011

Block/Lot: 1875/001&002

Urban Renewal: Fells Point Waterfront URP

Environmental: Critical Area, Floodplain

Historic: None

Total Site Area: 241,192 sqft (±5.537 Acres)

Gross Square Footage: ±323,695 sqft

In addition to Committee Members and Planning staff, in attendance was:

- Keith Kobin, HCM;
- Chris Harley, HCM;
- Jeff Kayce, Bozzuto; and
- Richard Jones, MRA;

Project Summary:

This project is a part of PUD #113, and proposes a five-story building that will also wrap an internal above-grade garage. The building will have 280 apartments, about 5,056 sqft of retail on the first floor, and 1,256 sqft of office space. A total of 1,197 parking spaces are proposed, mostly in the garage, but also including 120 parking spaces that will be dedicated for use by the existing Union Box Company office that will remain within the development site, on a separate condominium parcel.

Comments & Issues:

- Environmental/Landscaping:
 - A full critical area review is required, contact Gary Letteron in the Office of Sustainability for guidance, 410-396-4369. Required are: buffer mitigation, 15% afforestation, and the 10% reduction in phosphorus runoff.
 - Contact Amy Gilder-Busatti, RLA (410-396-5902) on the development of the landscaping plan. The promenade must be generously landscaped, and all species at the site must be natives.
 - The project is seeking LEED Silver rating.
 - The project will include filling on the site with MTE review for all but the garage portion of the footprint.
 - The building is +4' for floodplain requirements. HVAC, elevator mechanical and controls, and the like will be required to be located above a minimum 3' freeboard over floodplain levels. Contact Ken Hranicky (410-396-9508) for guidance.
- Parking/Traffic:
 - Please provide a turning template for emergency vehicles demonstrating access to and from this site. The committee understands that the applicants have already had a preliminary meeting with Chief Carr, BCFD, and the Plans/Permits office. The promenade has also been built to support Fire vehicles. A turn-around area will be provided on the promenade in a notch courtyard.
 - The proposed mews is within the property boundary, and will also provide Fire Department access to the long (southern) side of the building. No link to the existing townhomes on the adjacent parcel at the water's edge is anticipated.

- Trash pick-up will be by the garage entrance, with a backing K-turn into the garage opening to reverse directions to leave. The committee noted that this is not optimal, but is understandable.
- The restaurant's service entrance is off of Thames Street. It will have a roll-up door providing a loading area, but will require a new curb cut.
- Accessibility:
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- Historic Review:
 - The applicants are cautioned that amendments to the PUD will trigger another review by CHAP, as required by the historic district. Please contact Eddie Leon (443-984-2727) for guidance.
- Plan Adjustments/Missing Site Plan Elements:
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Next Steps:

- Submit two complete paper sets of revised plans and one set in .pdf format for final approval and stamp.

NOTE:

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

4301 Hickory Avenue – Skyview Townhomes – Revision

Zoning: (PUD #74)

Plans Date: 28 Dec 2010

Block/Lot: 3590/002

Urban Renewal: None

Environmental: Forest Conservation

Historic: None

Total Site Area: ±3.957 Acres

Gross Square Footage: Varies, multiple homes

In addition to Committee Members and Planning staff, in attendance was:

- Mark Manzo, Owner;
- Susan Williams, STV; and
- Mike Irons;
- Sean Bruce, SFB Development

Project Summary:

This site is a Planned Unit Development that had previously been authorized for 43 homes in this area. The design has been revised, and now has an alternate design for 40 homes. Though the number of units has been reduced, the overall design of the project is largely the same. Planning Commission review for the minor amendment and the final design approval will be needed.

Comments & Issues:

- Plans/Permits:
 - The Fire Department does not like removable bollards, since they've had bad experiences with them freezing in place, slowing their response to actual emergencies. Work with Chief Carr to select an appropriate alternate device.
 - Sprinklers will be required for these homes, as well as the new requirements of the 2009 IEC Code for energy conservation.
- Environmental/Landscaping:
 - Susan Williams and Gary Letteron will review and revise the Forest Conservation Plan. The Forest Conservation\ Landscape plan must be complete before the project goes to Planning Commission. Check on tree easements, and ensure that there will not be any stormwater routed down the slope (confirm it'll be held by the retaining wall).
 - Storm water management is anticipated to be satisfied by the prior approval, please confirm and coordinate with the SWM office.
- Parking/Traffic:
 - Consider reducing the overall driveway widths by one foot to minimize impervious surfaces, where possible.
- Accessibility:
 - Ensure sidewalks have appropriate ADA curb cuts with detectable surfaces, and that they align across the street.

Next Steps:

- Submit two complete paper sets of revised plans and one set in .pdf format for final approval and stamp.
- Schedule Planning Commission review.

NOTE:

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**